



# Foreign Affairs Manual

## 3 FAM – Personnel

**Change Transmittal:** PER-616

**Date:** September 15, 2009

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## 3 FAM 3740 EMERGENCY VISITATION TRAVEL (EVT)

### Changes

1. **3 FAM 3740, Emergency Visitation Travel:** This subchapter has been revised throughout. Therefore, the material will not be shown in *italic* and *dark magenta* in this issuance. These regulations:
  - Now permit Foreign Service employees assigned abroad to be given emergency visitation travel (EVT) while on temporary duty (TDY) even when in the United States.
  - Introduce a new type of EVT that permits the payment of transportation for family members or an agent to join an employee assigned to an unaccompanied post when critically ill or injured.
  - Now include domestic partner as an eligible family member.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remains in place.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### Filing Instructions for Paper Copies

1. Remove and discard old subchapter 3 FAM 3740 (TL:PER-398, 04-13-2001; 17 pages) and replace it with revised subchapter 3 FAM 3740 (12 pages).

2. After inserting the material in the binder, insert this change transmittal immediately following the CT (formerly TL) checklist, then fill in the entry line for CT:PER-616, and initial.

### **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal.

**(HR/ER/WLP)**